

Ludlow Housing Authority
Monthly Board Meeting

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NOTE: The Authority will meet virtually on **Wednesday, May 20, 2020 at 11AM.**

TOWN OF LUDLOW

Due to social distancing guidelines related to the COVID-19 state of emergency, this meeting will be held remotely, not at the LHA's offices. The public is invited to view and/or listen to the meeting via phone, computer, laptop, or tablet.

<https://global.gotomeeting.com/join/315247861>

To join by computer, go to www.gotomeeting.com click on "JOIN" (at the top right corner). Enter the 9-digit meeting code: 315-24-7861

or

Join by calling toll-free conference call line at (877) 309-2073 and enter code 315247861#.

The board chair will instruct participants on the appropriate time and manner for public comment during the meeting.

AGENDA

1. Roll Call, Members of Authority

David Sepanek

Patricia Holley

Susan Stanek

Audrey Polmanteer

2. Acceptance of the Minutes of the Meeting:

Minutes from April 24, 2020

3. Payment of Bills: Warrant report

4. Financial Report: Monthly Accountant Report if available

Ludlow Housing Board Meeting Agenda

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TOWN OF LUDLOW

5. Modernization Report:

A. Offline Houses: FISH # 161075

Next Bid opening is scheduled for May 22, 2020 at 11:10 a.m. if we receive any.

We closed on 236 Center Street. We are currently doing some repairs.

B. PHN 2019-13 Technical Assistance for Vacant Land Development: On hold until Emergency Situation Lifted

C. FISH # 161103. Waiting for Town to cut/trim their portion and then we will complete the rest.

D. FISH # 161106 37 Warren Street Driveway: completed

E. FISH # 161090 Boilers at 3 & 7 Wilson Street. In final warranty stage, will need vote for Final Completion Stage

1. Reading of the Correspondence:

A. Public Housing Notice 2020-6-21A

2020-21A Rent Policy During COVID-19 Emergency

Notice of Temporary Adjustment to Rent Due to State COVID-19 Policy

Addendum #1 Q&A

Rent Scenarios

Regulator Waiver on Late Fees and Interest

Regulatory Waiver on Rent Increases

2020-20 Restricting Access to High-Risk Developments

EOEA Homecare Essential Employees

Malden Board of Health Order Restricting Visitors at MHA Properties

Template Holder Agreement

2020-19 Changes to 12-31-19 FYE PMRs due to State of Emergency

Ludlow Housing Board Meeting Agenda

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2020-18 Protection of Personal Data at Home or in the Office

PII Tips & Tricks

2020-17 DHCD Required Certifications and Submissions

Deadline Extension

Addendum #1 PHN 2020-17

Attachment A 9-30-19-FYE

Attachment B 12-31-19-FYE

Attachment C 3-31-20-FYE

Attachment D 6-30-20-FYE

Attachment E 9-30-20-FYE

Attachment F 12-31-20-FYE

2020-16 Remote Public Meetings During COVID-19

2020-15 Resident Services Resources

Self Sufficiency Program Questions and Answers

2020-14 Procuring Supplies & Services Related to COVID-19

OSD Products and Services Bulletin

2020-13 Preparing for and Responding to COVID-19 Case in Public Housing

Addendum #1 COVID-19 Lease Addendum for

Quarantine Units

COVID-19 Disclosure Permission Log

2020-12 Guidance on Evictions and Rent Recertification

PHN 2020-12 Addendum #2A

2020-12 Addendum #1 Clarification on Guest Policy

Regulatory Waiver for 760 CMR 6.04

2020-11 Operational Guidance for COVID-19

Coronavirus Questionnaire for Public ENG-SPA 3-15

Coronavirus Questionnaire Instructions for Work Orders

3-16

COVID-19 Building Visitor Log

COVID-19 STOP SIGN TEMPLATE

Coronavirus Resident Notice Template

2020-10 Capital projects During Covid-19

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2020-09 Interim Redeterminations

2020-08 DHCD Oversight During COVID-19

PHN 2020-08 Addendum #1

2020-07 COVID-19 Information Memo

**2020-06 Implementation of the Annual Plan per Chapter
121B, Section 28A**

AP Date Calculator - Attachment A to PHN 2020-06

Annual Plan Preparation Checklist - Attachment B to PHN

2020-06

**Sample format for Preventive Maintenance Schedule Excel
from RCATs - Attachment C to PHN 2020-06**

**Sample format for Preventive Maintenance Schedule Word
from PHN 2016-18 - Attachment D to PHN 2020-06**

**Sample format for Deferred Maintenance Schedule -
Attachment E to PHN 2020-06**

6. New Business:

A. Regional Attorney: Vote to accept John T. Liebel our Regional Attorney

B. Annual Plan Hearing Meeting: July 8, 2020 at 11:00 am.

This will be virtual and conference call per:

2020-16 Remote Public Meetings During COVID-19

C. PPE: for employees & tenants

7. Adjourn Meeting

Meeting Posted May 15, 2020